

Life-Safety Inspections

The Process & Requirements for Article 7



Office of Licensing, Certification, & Regulation (OLCR)

May 2, 2012



Short-Cuts

You can view the full presentation or click on the links below to jump ahead to specific topics.

- Scheduling an Inspection: Slides [3- 12](#)
- The Article 7 - Inspection Guidelines and Requirements: Slides [13 - 64](#)
 - Cleanliness & Hazards: Slides [15 – 21](#)
 - Pets: Slides [22 - 23](#)
 - Mobile Homes: Slide [24](#)
 - Safeguarding: Slides [25-29](#)
 - Medications: Slides [30 - 34](#)
 - Weapons: Slides [35 – 38](#)
 - Appliances: Slides [39 – 46](#)
 - Fire Safety: Slides [47 – 56](#)
 - Pools: Slides [57 - 64](#)
- Pool Fence Consultation: Slide [65](#)
- The Inspection Report & Follow Up: Slides [66 – 70](#)



Applicability

The life-safety inspection requirements detailed in [Article 7](#) apply to:

- Foster Homes
- Child & Adult Developmental Homes
- Child Welfare Group Homes & Shelters
- Home & Community-Based Services for individuals with developmental disabilities, including day programs, respite care, habilitation, attendant care, and therapy programs (unless the service is provided in the home of the consumer).

These rules don't apply to DDD group homes which are licensed by the [Arizona Department of Health Services](#).



When to Request an Inspection

- For a foster or developmental home provider, an inspection must be completed by OLCR before an initial license can be issued.
- For the relocation of a foster/developmental home, the inspection must be **requested** before the provider moves, but the inspection by OLCR may be completed up to 30 days following the move.
- For HCBS providers, the inspection must be **completed** by OLCR before services can be provided at an address.
- An OLCR inspection must be completed every three years for foster homes; every two years for HCBS providers; and every year for Child Welfare Licensed (CWL) homes & shelters.



Who Can Request an Inspection?

An inspection may be requested by:

- A licensing agency working with an applicant or care provider for a foster or developmental home.
- A DDD contracted agency providing Home & Community-Based Services (HCBS).
- A DES employee facilitating the licensure or certification of a care provider (for example, a DDD representative who is submitting the application for an independent provider of HCBS).
- The OLCR Investigation, Regulation, and Enforcement (IRE) Unit based on complaints or licensing concerns.

An inspection request generally should **not** be submitted directly to OLCR by a foster parent or an independent provider.



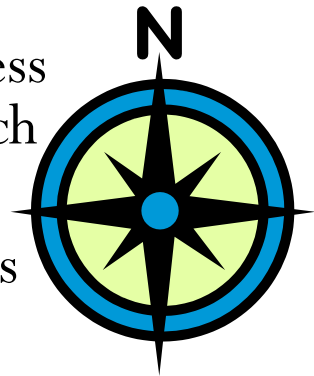
How to Request an Inspection

- [Quick Connect \(QC\)](#) is used to request initial, renewal, and relocation inspections for all Foster & Developmental Homes. The information entered on screens 3 & 12 of QC will be converted into an inspection request form sent to OLCRinspect@azdes.gov.
- The [LCR-1033 form](#) is used to request “special inspections” for Foster and Developmental Homes (these are mini-inspections and consultations for new construction and pool enclosures).
- The LCR-1033 form should also be used to request initial, renewal, and relocation inspections for HCBS and CWL programs.
- Completed LCR-1033 forms should be submitted via email sent to OLCRinspect@azdes.gov.



Your Help is Appreciated!

- Accurate and complete information on an inspection request helps us to schedule the inspection more quickly and efficiently. Please double check the information before you submit the inspection request.
- Providing us with cell phone number(s) and an email address on the inspection request will help us to quickly get in touch with the provider and schedule the inspection.
- To help us find a setting, be sure to provide the major cross streets or directions on the request (screen 12 in QC). For example, “7th Ave & Camelback Rd” or “the turn off is 200 feet past mile marker 187.”
- Other info that is greatly appreciated and will help us to locate the provider: the name of the development or complex, building numbers, and landmarks.
- Please let us know if you are available to help translate for a provider who speaks limited English.



Scheduling the Inspection

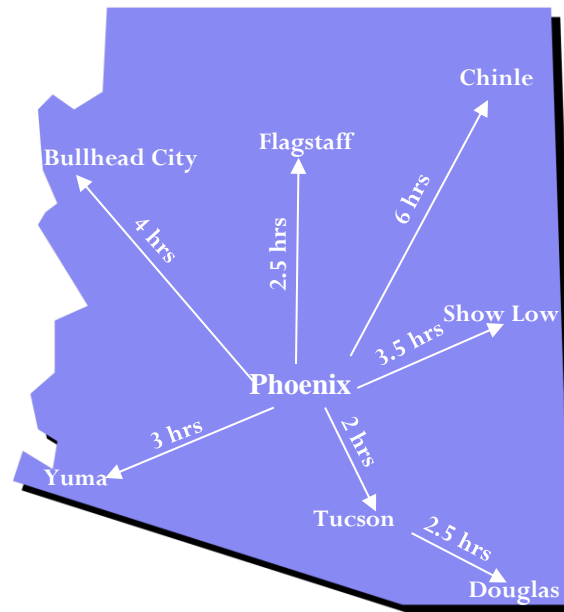
When OLCR receives an inspection request, we:

1. Enter it into a database to track progress.
2. Identify a *target date*, which is the earliest date OLCR will have an inspector available in the area of the home or setting.
3. Call the provider to offer the target date and schedule the agreed upon date and approximate time for the inspection.

To contact our scheduler, call **602-542-9015** or email olcrinspect@azdes.gov.



Managing our Resources

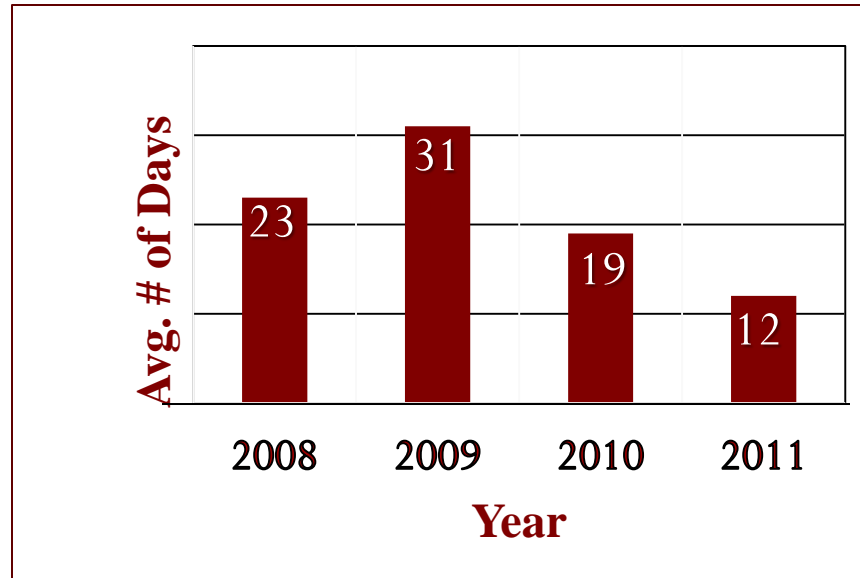


Of the **3,640** inspections completed by OLCR in the past year, nearly half were located outside the Phoenix metro area.

OLCR has **four** inspectors to cover the entire state, so we need to group inspections geographically to use our resources responsibly (resources = inspectors, vehicles, fuel, and time).



Average Wait Time



“Wait time” refers to the average number of days between a request being **submitted** to OLCR and the inspection being **completed**.

Some inspections can be done with very little wait time (maybe even the same day the request is submitted!), but most will completed within two to three weeks.



Factors Affecting Wait Time

While we're able to complete most inspections within two to three weeks, some take longer because:

- The setting is located in a remote location (this is especially true if we don't have other inspections pending for that area of the state).
- The family/care provider isn't available for the date/time we've planned to have an inspector in their area.
- Some months we receive an unexpectedly high number of requests. We average 300 requests each month, but sometimes that number tops 350.
- Every once in a while a request slips through the cracks! If it's been more than two weeks since an inspection request was submitted and the provider hasn't heard from us, feel free to follow-up by emailing us at olcrinspect@azdes.gov.



Inspection Schedules

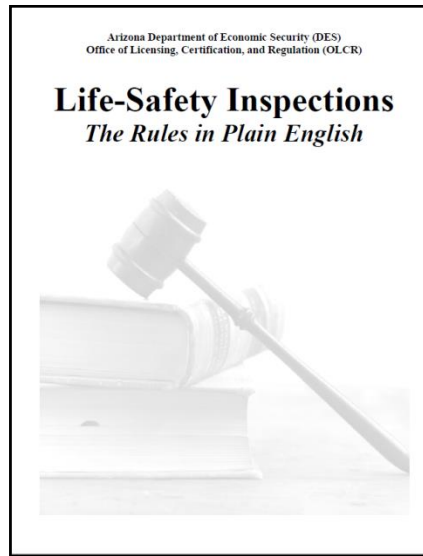
OLCR inspections take less than an hour to complete, but they can only be conducted on weekdays and during daytime hours.

We respectfully ask that providers be flexible when scheduling life-safety inspections.

If the provider cannot be home for the date and time we'll have an inspector in the area, the provider may arrange to have a trusted & responsible adult present in their place.



Inspection Guidelines



The [inspection guidelines](#) should be reviewed by care providers **before** an inspection is requested. The guidelines will help providers to understand the life-safety requirements and to prepare their home or program for the inspection.



The Life-Safety Standards

The inspection evaluates:

- ✓ General Conditions & Cleanliness
- ✓ Safeguarding of Potential Hazards
- ✓ Storage of Medication
- ✓ Sufficient & Safe Appliances
- ✓ Electrical Safety
- ✓ Plumbing Requirements
- ✓ Fire Safety
- ✓ Pool & Spa Requirements



The following slides will review the inspection requirements and provide examples of potential violations.



Cleanliness

The life-safety inspection isn't a “white glove” test;
our focus is on **safety**.

When OLCR evaluates whether a setting is clean, our measure for compliance is: “Does the lack of cleanliness pose a **hazard**?”



The lack of cleanliness in these settings would be cited as hazards.



Cleanliness Hazards

Most inspections by OLCR are scheduled in advance, so the condition of a setting when an inspector arrives is usually pretty good. Still, there have been cleanliness violations, including:

- The smell of rotting food
- Stale or accumulated urine or feces (human or pet)
- An accumulation of mold
- An accumulation of garbage. Each setting must have a system to remove garbage from the premises at least once per week.



Green Pools are a Hazard



Water in a pools, spas, and other bodies of water on the premises must be clear enough to see through to the bottom surface.

Stagnant water is a breeding ground for mosquitoes and increases the risk of West Nile Virus and other diseases.

OLCR must report **green** pools to the County health department.



Bugs, Vermin & Other Hazardous Pests

The setting and outside play areas must be free of insect and rodent infestation, or the setting must have an active and ongoing system to eliminate such pests.



Bed Bugs
(magnified)



More Potential Hazards

- Broken glass
- Surfaces and edges that are rusty, sharp, or jagged
- Protruding nails or screws
- Holes in walls, ceilings, or floors
- An accumulation of broken furniture, fixtures, appliances, equipment, or junk





Play Equipment



According to the [Consumer Product Safety Commission \(CPSC\)](#), 200,000 children are treated in emergency rooms each year due to playground injuries. While the life-safety rules don't contain a list of allowed or prohibited equipment, all playground equipment must be in safe condition.

- Surfaces must be free of sharp or jagged edges.
- Swingsets, slides, jungle gyms, and other similar equipment must be securely anchored.
- [Trampolines](#) must be stable and in good repair — CPSC has great information that should be shared with all providers who have a trampoline on the premises.



Preventing Falls

Falls are the leading cause of non-fatal injuries for children. Every day, approximately 8,000 children are treated in U.S. emergency rooms for fall-related injuries. This adds up to almost 2.8 million children each year.

Preventing falls:



- Bathtubs, showers, ramps, and stairs must have slip resistant surfaces.
- Handrails and grab bars must be stable and securely attached.
- It is recommended that a handrail be installed for stairs that rise more than 30 inches in total height.





Pets



- Animals must not have diseases or behaviors that pose a hazard.
- A record of rabies vaccination for dogs six months and older must be kept **in the setting**. If a copy of the vaccination record is needed for the licensing or certification file – **be sure to return the original to the provider**.
- Children under five years of age and people with weak immune systems should avoid contact with reptiles. These folks can get very sick from a germ called *Salmonella* that is carried by reptiles. Reptiles include lizards, snakes, and turtles.



Check out the [CDC website](#) for information on preventing the spread of salmonella.



Prohibited Pets

- We're frequently asked if rule prohibits certain species or breeds. Rule isn't that specific, but it does state that pets must not pose a hazard due to behavior or disease. Most exotic animals constitute such a hazard and would be cited as a life-safety violation. (Also note that many of these animals are illegal or restricted in Arizona.)
- While rule doesn't specify breeds that are prohibited, dogs must not be aggressive or have a history of biting. If the inspector observes aggressive behavior (growling, baring teeth, snarling, snapping, or biting), it may be necessary for the provider to obtain professional help from an animal behavior specialist.



Mobile Homes

A “mobile home” means a trailer that is mounted on wheels or a platform with utility connections exposed under the trailer.



If a setting is a mobile home, the skirting around the base must be intact.

The skirting protects and limits access to the utility hook ups below the home.



Developmental homes based in mobile homes must have an annual fire inspection – this inspection may be completed by the licensing agency using the [LCR-1018 form](#) during the annual license renewal.



What does “Safeguard” Mean?

It means that reasonable measures have been taken to eliminate the risk of harm to individuals receiving care.

Safeguarding measures include:

1. Direct supervision;
2. Placing potentially harmful items out of reach; and
3. Using a lock to prevent access to items that can cause death or serious harm if improperly used.



It's important to know what may be safeguarded by placing an item out of reach and what must safeguarded by locking.



Safeguarding – Out of Reach

- Many household cleansers can cause harm if used improperly, so they must be safeguarded by **at least** placing them out of reach.
- These household cleansers include laundry detergent and many diluted spray cleaners.
- Check the label. If it says **WARNING** or **CAUTION**, the substance is moderately or slightly toxic and must be stored out of reach. Cabinets over a washer or dryer are commonly used.
- But don't restrict access to personal grooming products, such as body soap, toothpaste, and shampoo, unless otherwise directed by the case plan or ISP.



Safeguarding – Lock It Up!

A **highly** toxic substance may cause death if ingested or improperly used. It's not sufficient to safeguard highly toxic substances by placing them out of reach.

Highly toxic substances must be safeguarded with a lock.

Examples of highly toxic substances include bleach, ammonia, pesticides, rubbing alcohol, antifreeze, drain cleaner, gasoline, kerosene, oven cleaner, lighter fluid, weed killer, Super Glue, spray paint, turpentine, and swimming pool chemicals.



How do you know?

- If the label says **DANGER** – this means the substance is extremely flammable, corrosive, or highly toxic.
- If the label says **POISON** – this means the substance is highly toxic.
- Substances labeled **DANGER** or **POISON** must be **LOCKED**.
- When in doubt, lock it up!



What Constitutes a Lock?

Per rule, a “lock” is a device operated by a key, combination, magnet, or keycard to safeguard medications, swimming pools, highly toxic substances, and other dangerous items.



Magnet



Key



Keycard



Key



Combination

A device that can be opened without a tool, and by using your hands to pinch, press, squeeze, or twist, is **not** a “lock.”



Medication

All medications must be kept locked.

The term “medication” refers to both prescription

AND

over the counter remedies that are
approved as drugs by the

U.S. Food and Drug Administration (FDA).



The definition of a medication doesn't include most vitamins, nutritional supplements, or herbal remedies, but these substances can be hazards for children or if used in excess. They don't need to be locked, but they should be safeguarded (at least kept out of reach).



Where Can Meds be Locked?

- In a bag, box, cabinet, drawer, or other container that can be secured with a lock.
- Locking a door to a room or closet may be accepted if the room or closet is used only for locked storage and doesn't need to be accessed for other items that are used daily or routinely.



The Standard for Locked Storage

The following **won't** meet the standard for locked storage because these locations are used for other purposes or they are used to store items that are routinely accessed:

- A bedroom
- A study/den
- A bathroom
- A hall closet used for the storage of towels, toilet paper, and other items used daily or routinely by household members.
- A pantry used to store food items that are used daily or routinely by household members.
- A garage used as an entrance for the home or as the place to park the car.



Special Considerations

- If a medication needs to be refrigerated, it must be locked when it's in the refrigerator. Instead of locking the whole refrigerator, just keep a small lockable container on hand for refrigerated medications.
- The only exceptions to the requirement for locked medication are for:
 - Settings in which the individuals receiving care have case plan approval for access.
 - Prescription that must be kept readily available, such as an Epi-pen or asthma inhaler.
- Even given these exceptions, medications must be safeguarded to prevent improper use.



Child Welfare Group Homes

Settings licensed as child welfare group homes must **double lock** all medications.

- Double locked means there are two different locking mechanisms that must be disengaged to access the medication.
- Examples include a locked box stored inside a locked container or a cabinet secured with two separate locked devices.
- A locked room won't be accepted as one of the two required locks unless the room is used exclusively for the storage of medications.



Weapons (excluding firearms)

- Weapons must be safeguarded.
- For **deadly** weapons, safeguarding means **more** than just keeping it out of reach. Locking is recommended.

Bow & Arrows



Hunting Knives



Swords



Air guns
& BB Guns



Tasers



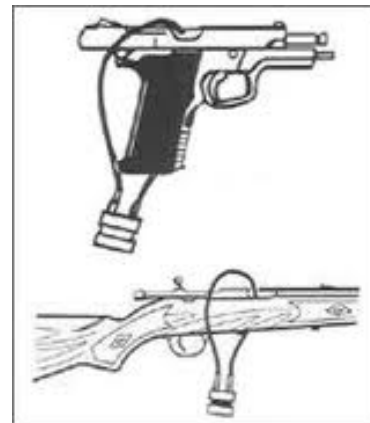
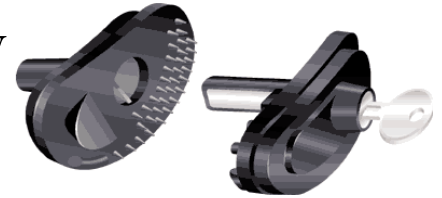
Firearms

- The term “firearm” means a handgun, pistol, revolver, rifle, shotgun, or other weapon that is designed to expel a projectile by the action of an explosive.
- If a firearm has been rendered **permanently inoperable**, it will not be treated as a firearm, so the requirements for firearms will not apply.
- Permanently inoperable means it has been altered in such a way that it cannot be fired and cannot be restored to operable condition. For example, welding the barrel shut or removing the trigger.



Trigger Locks

- Unless rendered permanently inoperable, each firearm must be individually trigger-locked.
- A trigger lock will render a firearm temporarily inoperable by blocking the firing or discharge mechanism with a locked device.
- A cable lock, which threads through the firing mechanism, is a type of trigger lock.



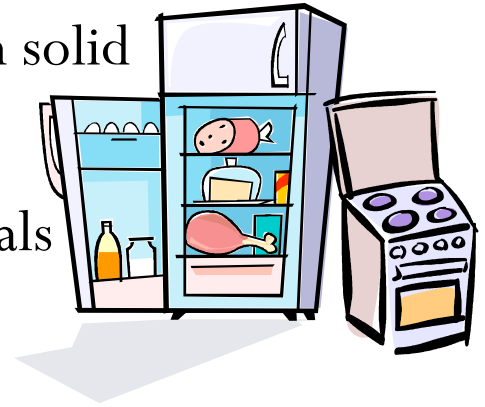
Five Rules for Firearms

1. Firearms must be **unloaded**;
2. Firearms must be **trigger-locked**;
3. Firearms must be maintained in **locked storage**;
4. The storage for firearms must be **unbreakable** (i.e., no breakable glass); and
5. Ammo for firearms must be maintained in **separate** locked storage (we sometimes see the ammo stored in a locked box within a gun safe – this is ok as long as the locked box and the safe have different keys/combinations to open them).



Safe & Functioning Appliances

- Refrigerators must maintain a temperature of **45° or less** to prevent spoilage. Freezers must keep food frozen solid (not mushy).
- If the setting is a residential environment or if meals are prepared in the setting, then there must be a safe and functioning cooking appliance available (charcoal and propane grills should **never** be used indoors).
- The setting must have a working telephone – this phone may be a cell phone, but it must be available in the setting whenever care is being provided.





Electricity



- Electrical lighting must be available in bedrooms and primary living areas. Light sockets must be filled with light bulbs or safely covered to prevent electrical shock.
- Extension cords are prohibited for permanent use (meaning, more than **90 days**).
- Cords, panels, and outlet covers must be in good repair.
- Circuits must not be overloaded.



This outlet needs a cover.



This circuit is overloaded.



These wires are frayed.



More on Outlets

- Major appliances must be plugged directly into grounded outlets **in the wall**. These appliances include, refrigerators, freezers, dishwashers, stoves, ovens, washers, and dryers.
- Small and mid-sized appliances, which include computers, televisions, radios, and stereo equipment, must also be plugged into grounded outlets, but may be plugged into power strips rather than the wall.



Heating & Cooling



- The setting must have adequate heating, cooling, and ventilation. The temperature in the primary living or program areas and in bedrooms must be between **65 and 85°** Fahrenheit.
- While portable heaters are allowed, there are several restrictions. Portable heaters must:



- Be electric;
- Be UL approved;
- Be equipped with a tip-over shut-off switch;
- **Not** be used in bedrooms;
- **Not** be the primary source of heat for the setting.



Dryer Vent Hose

If there is a dryer in the setting, it must have a non-flammable vent hose, meaning it is made of aluminum or other metal, but **not** of plastic or fabric.

According to the Consumer Product Safety Commission, there are more than 15,000 home fires each year associated with clothes dryers. Most of these fires occur when lint builds up in the vent hose.



Carbon Monoxide Detectors



Carbon monoxide (CO) is a colorless, odorless, and **poisonous** gas. Any carbon burning appliance can be a potential source of fatal or hazardous CO.

If a setting has a fireplace, wood stove, or other type of appliance that burns fuel, a working CO detector must be installed on the level that has the fuel burning appliance. So, if there is a gas hot water heater in the basement and a fireplace on the first floor, there must be a CO detector on each of these two levels.

Manufacturers generally recommend that CO detectors be placed at least **12 feet away** from the nearest fuel burning appliance to avoid false alarms.





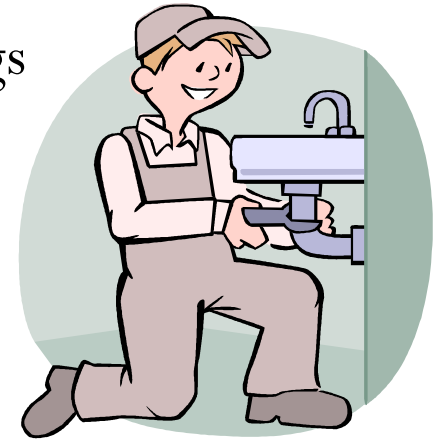
Plumbing Requirements

- The setting must have a reliable source of drinking water that is safe for human consumption.
- If the setting doesn't have a municipal source of water (for example, a private well), they must have proof that the water has been tested and is safe for human consumption. The Arizona Department of Health Services maintains a list of [certified water testing labs](#).
- Hot water in areas used for bathing must not exceed 120°. To test the water, run the hot water until it reaches its peak temperature, place a glass under the running water and insert a cooking thermometer.



Plumbing Requirements

- The sewage system for the setting must be functioning safely. Leakage in the yard from a septic tank is an indicator of an unsafe system.
- Each home or program must have at least one working tub, sink, and toilet per **10 individuals** living in or receiving care in the setting.
- Day programs and other non-residential settings that don't provide overnight care are not required to have a tub or shower, but if these appliances are in place, they must not exceed the temperature restriction of **120°**.





Fire Facts



- According to the National Fire Protection Association, a home fire was reported every 87 seconds in 2009. On average, seven people die in home fires every day.
- Unattended cooking was by far the leading cause of these fires.
- Heating equipment was the second leading cause of all reported home fires and home fire deaths.
- Most victims of fires die from smoke or toxic gases and not from burns.
- About two-thirds of fire deaths happen in homes that don't have smoke detectors or have smoke detectors that don't work. About one in five smoke alarm failures was due to dead or missing batteries.



Fire Safety

- Flammables and combustibles must be stored at least **three feet** from hot water heaters, furnaces, portable heaters, fireplaces, and wood-burning stoves.
- A working fireplace must have a screen or glass door to prevent embers from escaping.
- Exit routes must be kept clear of clutter.
- The address for the setting must be clearly visible OR the local fire department, must be notified in writing of the location of the setting, with a copy of this notification maintained in the setting.



Smoke Detectors



Working **smoke detectors** must be installed:

1. In the main living or program area;
2. In each bedroom, if overnight care is provided; and
3. On each level of a setting.

Smoke detectors should be positioned on the ceiling or high on the wall, 4-12 inches from the ceiling. Placing a smoke detector on a shelf or positioning it more than 12 inches below the ceiling, will not be accepted.

It's recommended that the alarm be tested at least annually and that batteries be promptly replaced.



Fire Extinguishers

Fire Extinguishers must:

1. Be placed on each level of a setting, and
2. Have a minimum rating of **2A 10BC**



- The physical size of a **2A 10BC** fire extinguisher is similar to that of a 2-liter soda bottle.
- The number before the **A** must be at least 2 and before the **BC** must be at least 10. An extinguisher with a 3A 20BC may be easier to find and less expensive than the smaller 2A 10BC.



Rope or Chain Ladders

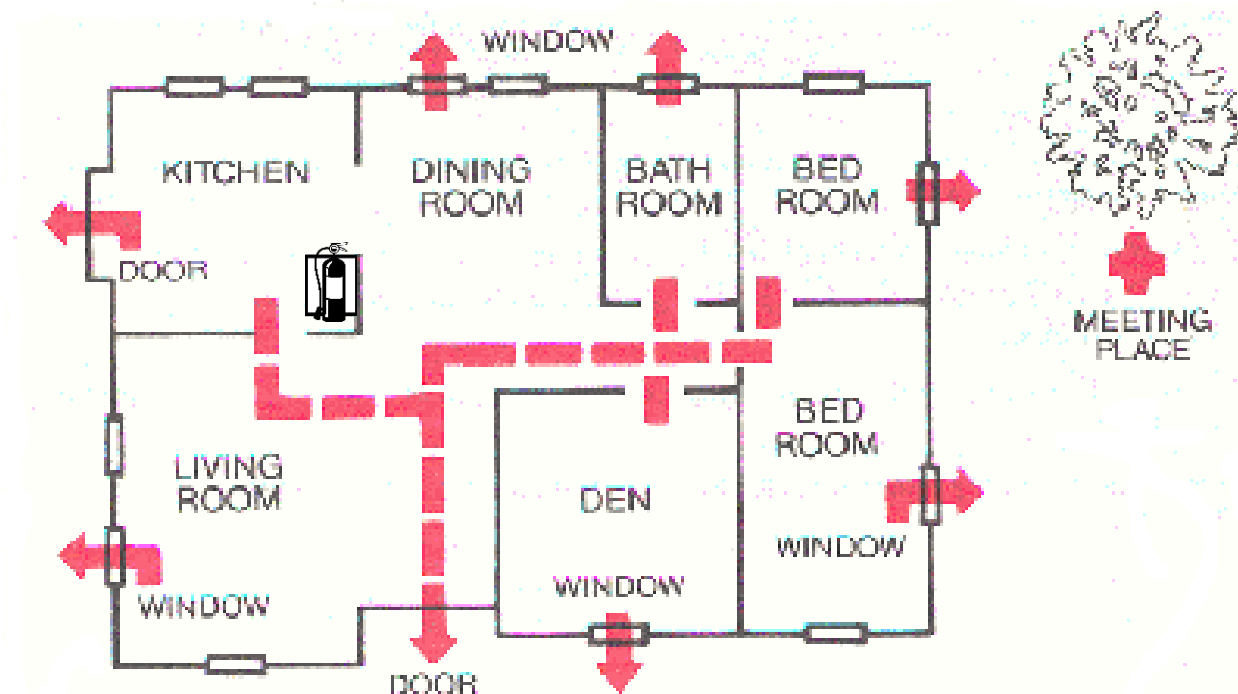
One of our most frequently asked questions is:

Are fire escape ladders required for bedrooms located above the ground floor?

- In developing the emergency evacuation plan (see next slide for specific requirements), a care provider must consider how individuals receiving care will safely get from the bedroom to the designated safe meeting place using the route that opens directly to the outside (usually a window). If the bedroom is above the ground level, how will they use this route?
- Many providers opt to have a fire escape ladder available and clearly mark its location on the evacuation plan.
- While the fire escape ladder may be a good idea, it's not specified in rule.



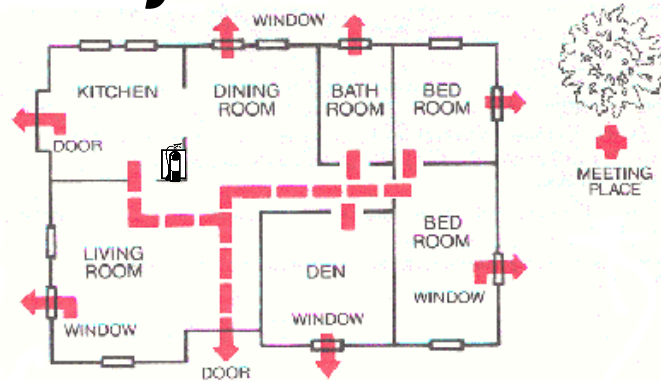
Emergency Evacuation Plan



Each setting must have an emergency evacuation plan. The plan must be kept in the setting so it is available for review by new household members. If the licensing or certification worker needs to make a copy of the plan, it must be promptly returned to the setting.



Emergency Evacuation Plan



The plan must:

1. Identify two routes of evacuation from each bedroom that is used by individuals residing in or receiving care in the setting. At least one of these exit routes must open directly to the outdoors.
2. Identify the location of fire extinguishers.
3. The plan must also identify the location of rope or chain ladders and emergency lighting, if present in the setting.
4. Designate a safe meeting place outside the setting.



Two Routes of Egress

As referenced in the previous slide, each bedroom used for a child or adult who is receiving services must have two routes of egress.

- The primary route of egress for a bedroom is usually the path to and through the front or rear door for the home.
- The secondary route must open directly to the outdoors and is usually in the form of a window.
- The bedroom window must be reasonably quick and easy to open as well as large enough to climb through.
- Beware of bunk beds, armoires, and other pieces of furniture that block access to the window.



These bedroom windows are not big enough to climb through and may be too high to reach.

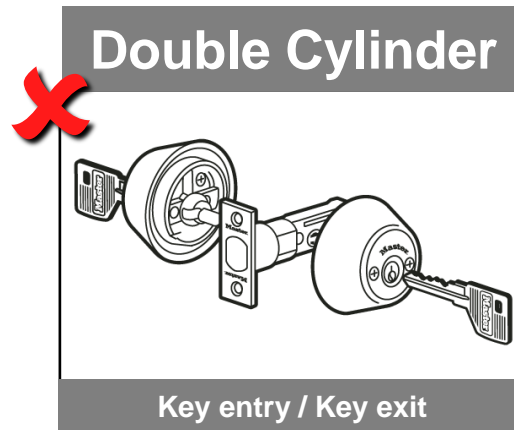
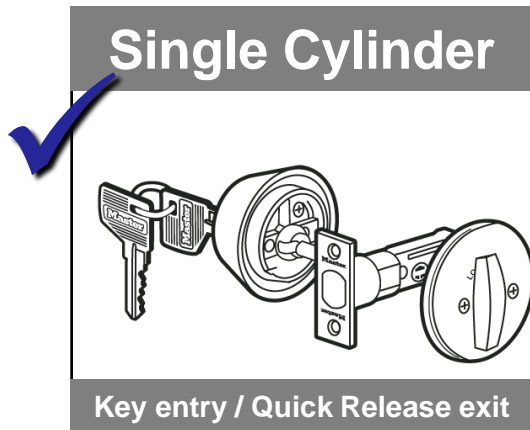


Quick Release Locks

- Locks on doors & windows used for egress must have **quick release mechanisms**, meaning they don't require special knowledge (such as a combination), tools (such as a key), or strength to unlock.
- Double cylinder locks on exit routes can create a fire trap and are prohibited in most circumstances.
*(See next slide for exception)



This lock requires special knowledge and will definitely impede egress.



If these bars are on bedroom windows, they will need to be equipped with a quick release mechanism on the inside.



*Double Cylinder Exception

Locks on exit routes must be equipped with a **quick release mechanism**, unless:

1. There is breakable glass within **40 inches** of the locking mechanism;

AND

2. The deadbolt key is permanently available within **six feet** of the lock;

AND

3. There is another exit on the same level of the setting and that exit has a quick release lock.

All three conditions must be in place for this exception to apply.



Is this a Pool?



(If deeper than 18")



These all meet the definition of a pool.

“Pool” means any natural or man-made body of water that:

- a. Could be used for swimming, recreational, or decorative purposes;
- b. Is greater than **18 inches** in depth; and
- c. Includes swimming pools, spas, hot tubs, fountains, and fish-ponds.



Pool Safety Equipment

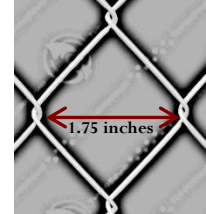
If the setting has a pool, it must have:

- A fence that separates the pool from the setting **if** licensed or certified to provide care/services to children under the age of **six** or to individuals with developmental disabilities.
- Both a shepherd's crook & ring buoy if the pool is deeper than **four feet**.
 - ♦ The shepherd's crook must be attached to a pole; and
 - ♦ The ring buoy must have an attached rope that measures $\frac{1}{2}$ the width of the pool plus **10 feet**.

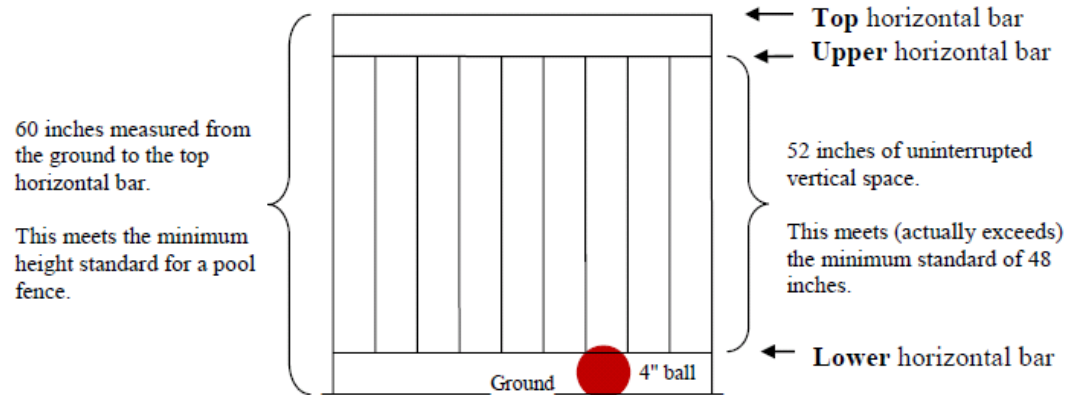


Pool Fence Specifications

- The pool fence must be at least **five feet** in height.
- The fencing material must be sturdy and strong. Chicken wire will not be accepted.
- If the fence is made of chain link or lattice, the openings must measure less than **1¾ inches** horizontally.
- If made of wood or wrought iron, the space between vertical bars/slates must be less than **four inches**.
- The fence must not have any hand/foot-holds that could be used to climb over the fence and into the pool area. This includes planters, BBQ grills, and benches that are positioned outside and immediately adjacent to the fence.
- Gates for the pool fence must self-close, self-latch, and open out or away from the pool.
- Gates for the pool fence must have latches that are at least **54 inches** above the ground and that are kept locked when the pool is not in use.



Does this Fence Measure Up?



- The inspector will measure from the ground outside the fence to the top horizontal bar. The height must measure at least **60 inches**.
- To prevent foothold or handholds that can be used to climb the fence, there must be at least **48 inches** of uninterrupted vertical space between the lower and upper horizontal bars.
- Openings in the fence must be small enough so that a **four inch** spherical object cannot pass through.

This fence measures up!



Is the Setting Part of the Pool Fence?



If an exterior wall for the setting is attached to or within the pool enclosure, consider the following:

- Does the placement of the fence interfere with safe egress from the home? This is **prohibited** by rule.
- Do any doors from the home open inside the pool enclosure? Again, this is **prohibited**.
- Do bedrooms windows for foster children or individuals receiving services open within the pool enclosure? **Prohibited**.
- Do *other* windows from the home open within the enclosure? While this is also **prohibited**, there is a solution (see next slide).



Windows Inside Pool Enclosure

- Windows that are within the pool enclosure are prohibited unless they are permanently secured to not open more than four inches. This allowance does **NOT** apply to bedrooms used by foster children or by individuals receiving services.
- Securing windows may be accomplished by drilling a screw into the window track, permanently preventing the window from opening more than **four inches**.
- But remember, you can't secure the window in the bedroom for a foster child or individual receiving services because they must have two routes of egress from the bedroom, including one that opens directly to the outdoors (this is usually a window).



Are Mesh Fences Okay?

If the panels can be separated without a tool or key, then . . .



These panels can be separated by just lifting, twisting or squeezing the latch.



If a tool is need to open unlatch the panels, then . . .

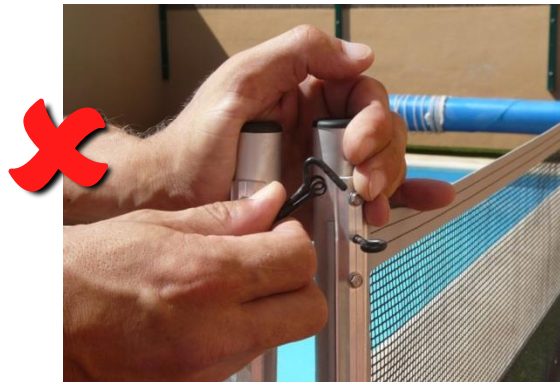


A key or wrench is needed to unlatch and separate these panels.



Keep it Up!

- Once OLCR has approved a pool fence, the fence must remain in place for as long as the home is licensed or certified to care for children under the age of six or for individuals with developmental disabilities.
- Some fences are designed by the manufacturer to be “easy to dismantle,” but dismantling an approved fence constitutes a serious licensing violation that may result in the revocation of the license and even criminal prosecution.



Free Pool Fence Consultation!

- Installing or altering the pool fence to meet the life-safety standards can be expensive and confusing. An [LCR-1033 form](#) may be sent to OLCRinspect@azdes.gov to request a pool fence consultation.
- We don't charge for our consultation and by consulting with the provider before the fence is installed, we may help to save the provider unnecessary expenses and ensure the planned fence will meet the life-safety requirements.
- We can't recommend fence companies or estimate the cost of a fence, but we can explain the configuration of an enclosure that will meet the life-safety standards.



Inspection Reports

- A copy of the life-safety inspection report will be given to the care provider at the completion of the inspection.
- In addition, a copy of the report will be sent to the agency that provides oversight for the care provider. While this copy is usually sent via U.S. mail, the inspector may leave the report with the care provider to relay to their agency.
- The results from each inspection by OLCR will be entered into a database within a week of the inspection. A screen-shot of the information will be available upon email request sent to:
OLCRinspect@azdes.gov

The screenshot shows a web-based form titled "RSU - Life Safety Inspections". The form contains the following fields and values:

- Name: John & Mary
- Example: Example
- RSU ID: 25808
- QC Case ID: 1234567890
- Address: 123 N Main St
- City: Phoenix
- State: AZ
- Zip: 85123
- District: 1
- Contact Information: Preferred Phone: (602) 542-9000, Alternative Phone:
- Received Request: 1/1/2012
- Target Date: 1/15/2012
- Schedule Date: 1/20/2012
- Inspection Date: 1/20/2012
- Agency: Fostering Homes
- Type of Insp: Initial
- Area: FHL
- Language Spoken: English
- Inspected By: Kathi Barone
- Follow-up Required: ☒
- OLCR Must Verify Corrections: ☐
- Pool Enclosure Does NOT Meet Standards For <6 or DDD: ☐
- Comments: Need to:
 - replace battery in master bedroom smoke detector
 - lower water temp to not exceed 120 (water = 145 at time of inspection)

At the bottom of the form, there are buttons for "X1", "Reports", and "STOP". The "Create Date" is 1/31/2012.



No Exceptions by Inspectors

OLCR tries to ensure that the life-safety rules are assessed objectively and consistently. Decisions to allow an exception to the rule will need to be made by OLCR administrators after input and justification has been received from the agency that provides oversight. For example:

- An unfenced pool will appear on the inspection report as a violation, however, if the license application is for a foster home to care for children age six and older, the lack of a fence will not constitute a violation when a licensing decision is made.
- Unlocked medications will appear on the inspection report as a violation. If the home study provides sufficient proof and justification for these items to be unlocked, the citation on the inspection report will not constitute a violation when a licensing decision is made.



Follow-Up to an Inspection

If the inspector is not able to verify full compliance with the life-safety requirements at the time of the inspection, additional follow-up will be required.

- For most violations, OLCR will delegate follow-up to the agency that provides oversight for the care provider.
- Follow-up conducted by the agency should be clearly documented in *Quick Connect* for foster and developmental homes or in the records maintained by the agency that employs or contracts with the care provider.



Follow-Up by OLCR

- If a setting is cited for significant or widespread life-safety violations, it may be necessary for OLCR to return for follow-up once all corrections have been implemented by the provider.
- If a setting has a pool that is **not** fenced at the time of the OLCR inspection, the provider will need to install a fence and OLCR will need to revisit the setting to verify that the fence meets standards **if** the provider is applying to care for children under the age of six or to individuals with developmental disabilities.
- The agency with oversight responsibilities for a care provider should submit an [LCR-1033](#) to OLCRinspect@azdes.gov when the provider is ready for OLCR's follow-up inspection.



Timelines for Corrections

- If a provider is currently licensed or certified, the expectation is that corrections will be made for life-safety violations immediately upon citation, and certainly within 30 days.
- If a correction can be verified by the OLCR inspector before the completion of an inspection – this correction will be noted on the report and additional follow up may not be needed.
- A provider may choose to delay or disregard follow-up on a pool enclosure if the provider is not licensed or certified to care for children under the age of six or to individuals with developmental disabilities. Providers who are licensed or certified for this population may face adverse regulatory action for failure to implement timely corrections.



The Key to Success



- Most providers who pass the inspection without any violations being cited have told us that they knew exactly what to expect because they received and reviewed the [life-safety guidelines](#).
- If there are no violations cited, the provider will move through the licensing process more quickly because follow-up won't be necessary.
- More importantly, when providers understand the intent and purpose of the life-safety requirements, they are more likely to continually comply with the requirements (and not just when an inspector is scheduled to visit).
- The [guidelines](#) are available in PDF format on the OLCR's Life Safety Inspection [website](#).



Thanks for taking the time to view this presentation.

Please direct any questions about life-safety
requirements or the inspection process to:
Kathi Barone, OLCR Inspection Unit Manager

kbarone@azdes.gov

602-542-9013



DEPARTMENT OF ECONOMIC SECURITY

Your Partner For A Stronger Arizona

